

**SECRET****CONFIDENTIAL**

25 October 1951

Executive Registry

2-3181

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Office of Operations Table of Organization.

1. On or about the 1st of September, the Office of Operations requested an overall T/O increase for Headquarters and for the Contact Division. [redacted] positions were immediately cared for, and [redacted] positions agreed to shortly thereafter. By agreement with Mr. Ashcraft and Colonel White, acting as the Assistant Director for Operations, the [redacted] remaining positions were to be examined by Management to establish certain workload factors. (See Comptroller's memorandum dated 30 August 1951.) This has been accomplished and approval of the DD/A's office secured for the total numbers involved.

2. At the time this T/O actually was approved, the Management Office report recommended a policy determination be made for further expansion of the Contact Division, which will be necessary to provide greater intelligence support. That recommendation was considered by the DD/A, and the matter was referred to the DD/P's office requesting a policy statement. The reply from the DD/P's office was made by Mr. [redacted] which in brief supported the OO/C T/O request, but stated that he did not feel a policy determination was necessary.

3. However, in view of the continued increase of workload on OO/C and the growing demands being made by the other operational & intelligence offices, it seems desirable to recognize that OO/C's workload will continue to increase and the T/O for OO will of necessity increase proportionately. OO desires this recognition for its own internal planning and for the purposes of Budget, space and personnel planning.

JOB NO. [redacted] BOX NO. [redacted] FILE NO. [redacted] DOC. NO. [redacted] NO CHANGE  
IN CLASS/DECLASS/CLASS CHARGED TO [redacted] RET. JUST [redacted]  
NEXT REV DATE [redacted] DATE [redacted] REVIEWED [redacted] DOC. [redacted]  
NO. PGS / CREATION DATE [redacted] ORG COMP [redacted] CLASS [redacted]  
REV CLASS [redacted] CREV COORD. [redacted] AUTH. HR 70-3

cc: Asst. Director for Operations  
Asst. Director (Personnel)  
Comptroller

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JDA:mgd